

What forms do I need?

To begin repairs you must fill out and submit a **Building Permit Release/Septic Authorization** form with the City of Bend Planning Division. The form can be found at the City's building department, 710 NW Wall Street, Bend, Oregon. With the form you will be asked to include a site plan or as-built of your property which can be generated at the building department.

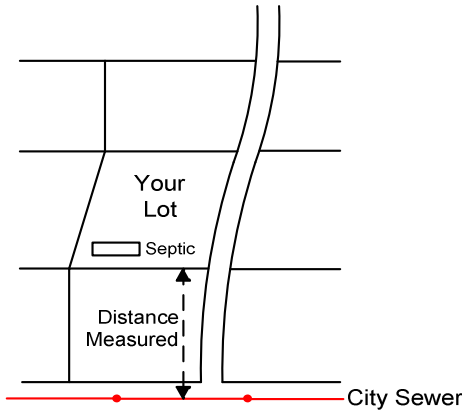
The form is required to gain approval for work on a new septic system from three different departments

- **The City of Bend Planning Division** will verify zoning land use allowances.
- **The City of Bend Public Works Division** will check availability of sewer service to the property
- **Deschutes County** will insure proper permit applications have been submitted to the county to begin work.

Code's related to septic services are adopted by the City from the Oregon Department of Environmental Quality (DEQ) regulations.

The 300 foot rule.

When restoring wastewater management to your property, you may be required to connect to available sewer. The City of Bend, in accordance with DEQ, considers sewer available to a property if the sewer line is within **300 ft.** of a lot line of the parent lot, as shown.



When sewer is available to a property, it is required by the City to construct sewer service to your property unless it is determined by the City Public Works Division to be physically impractical.

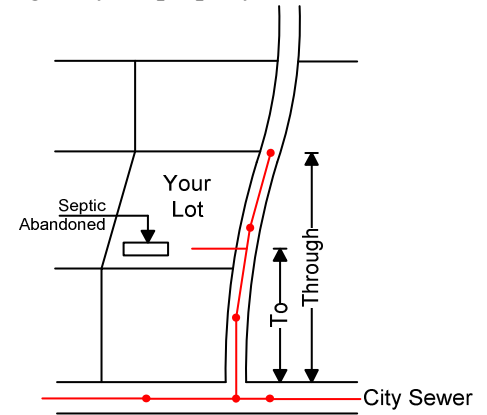
My property is MORE than 300 feet from sewer.

If your property is more than 300 feet from sewer, or it is deemed that connecting to sewer would be physically impractical, you are NOT required to construct a sewer connection. You may construct or repair a septic system once the **Building Permit Release/Septic Authorization** form is approved by the City and County.

To begin construction you will also need a permit issued by the County to verify compliance to Oregon DEQ code. The permit application can be obtained from the Deschutes County Community Development Dept., 117 NW Lafayette, Bend, Oregon. The permit application will require the **Building Permit Release/Septic Authorization** to be signed by both the City Planning Division and Public Works Division prior to submittal.

My property is LESS than 300 feet from sewer.

Construction of sewer service to your property will be required. The City of Bend uses the "To and Through" policy for construction of new sewer. The new line must be built in public right-of-way To your lot's service connection, and Through onto the edge of your property as shown.



There are two options citizens can take when constructing new sewer.

1. You may have the sewer designed and constructed solely for your property.
2. You may petition the City with your neighborhood to begin a Local Improvement District (LID).

Creating a LID will petition the City to design and build sewer service to all properties located within the LID. The cost of design and construction in both cases will be born by the property owner.

The LID Process

The process of creating a Local Improvement District allows for additions in the City's infrastructure. The following steps are required for beginning a LID.

- A group or representative of the community should visit with the COB Public Works Division to discuss improvements where Engineering staff will evaluate project feasibility and assign a LID boundary.
- A petition describing the improvements will be sent to all properties affected within the boundary.
- Petitions from each property will be signed and returned to the City until a 50% majority of properties is reached within the LID boundary. City staff will then present the petition to City Council.
- City Council will develop a Notice of Resolution directing creation of the LID, to be made publicly available and open to objections filed up to 15 days after the Notice is published.
- Assessment of project cost will be made and apportioned by City Council to each property within the LID boundary.

With majority Council and neighborhood approval, the LID will move to design by Engineering staff, and then be bid for construction. More detailed information is available in Chapter 4, Section 4.300, of the City of Bend Code, and in Chapter 223 of the 2007 Oregon Revised Statutes.

City Phone Numbers

Building.....(541) 388-5528
Building Inspection Line(541) 388-5545
Planning (Land use, Zoning).(541) 388-5580
Public Works.....(541) 317-3000
Code Enforcement
 Building Code Violations..(541) 312-4908
Water/Sewer Billing.....(541) 388-5515

Deschutes County Phone Numbers

Community Development....(541) 388-6575
Code Enforcement.....(541) 385-170
Environmental Health/Septic Systems
 (541) 388-6519
Inspections – Septic.....(541) 317-3181
Land Use Planning.....(541) 388-6560

State Phone Numbers

Oregon DEQ Bend Office....(541) 388-6146
Oregon DEQ Headquarters...(503) 229-5696
Toll Free.....(800) 452-4011

Helpful Websites

City of Bend

www.ci.bend.or.us/
> Departments > Community Development
or
> Resident > Online Forms and Documents
> Bend Code / Laws

Deschutes County

www.deschutes.org/go/living-here
> Licenses & Permits > List of Permit Types
> Septic Permits

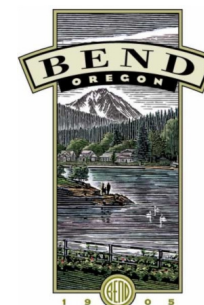
State of Oregon

www.oregon.gov/DEQ/
www.leg.state.or.us/ors/

My septic system has failed, what do I do?



When a septic system fails it poses many health and environmental hazards that must be addressed as quickly as possible. Depending on the location of existing sewer lines, you may be required to connect sewer service to your property. This guide will explain the steps and forms required for fixing your septic system



City of Bend
Building Division
710 NW Wall
P.O. Box 431
Bend, OR 97709
(541) 388-5528